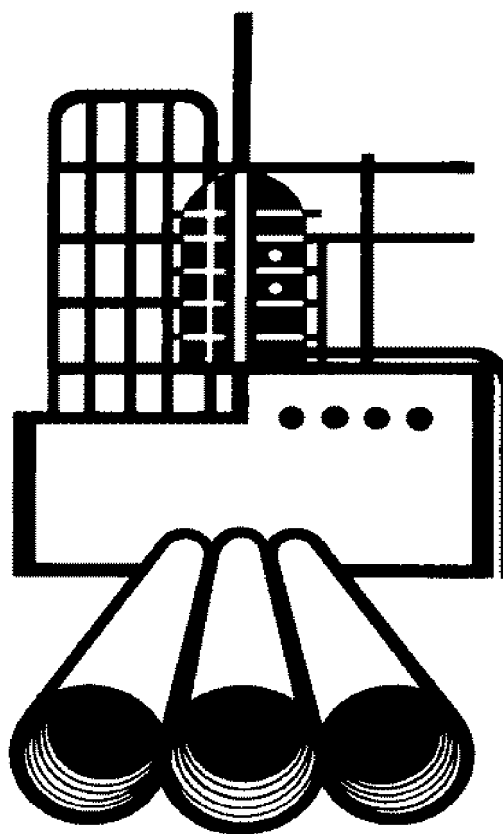


# Bureau of Water

## Industrial Pretreatment Permitting

A guide to DHEC's approval process



December 2000

# Preface

This document has been prepared for use by consulting engineers, industries, and public entities dealing with the Bureau of Water on industrial pretreatment projects. It also should be very useful to the general public interested in the industrial pretreatment program. It provides:

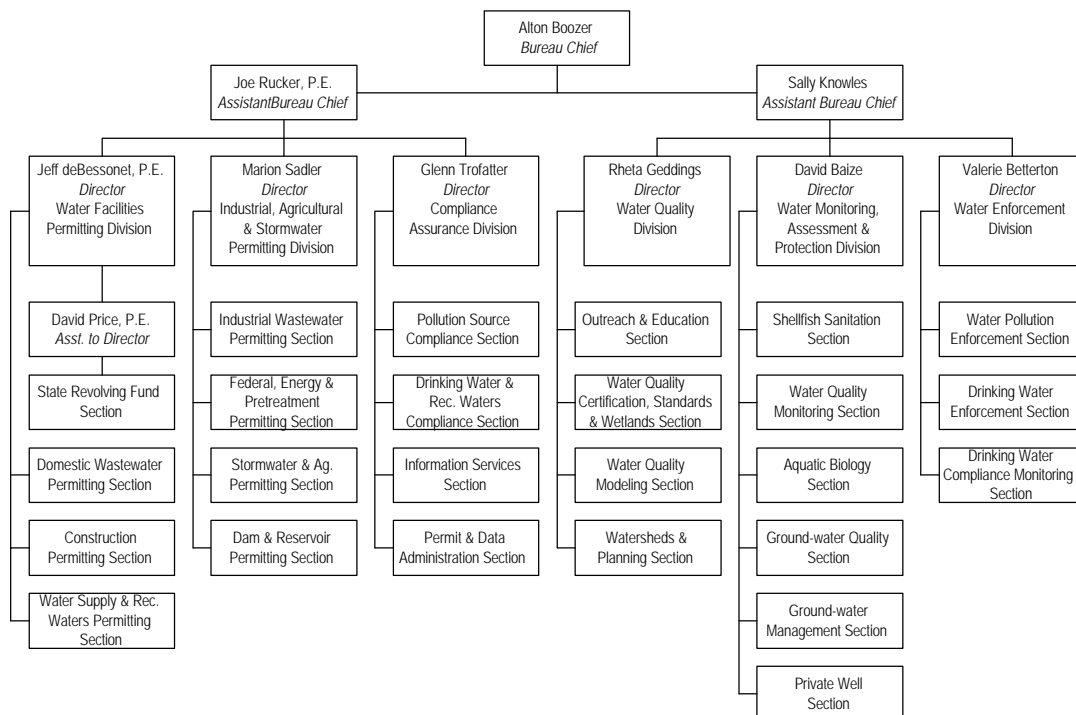
- ☞ An overview of the Bureau's responsibilities
- ☞ A summary of regulatory requirements
- ☞ Identification of the entities involved in permitting, and
- ☞ Highlights of the review and approval procedures

We hope this document will help everyone have a better understanding of the industrial pretreatment permitting program. Through this understanding, we feel it will be easier to go through the administrative process, technical reviews, and approval process of the Bureau.

This document provides an explanation of the Bureau's decision making processes. Our decisions are made based on the technical, administrative, and legal aspects of an industrial pretreatment system project with the protection of the environment and public health as the major considerations.

The Bureau is committed to providing quality service in a reasonable time in all aspects of the permit programs. To do this, we need the cooperation of all parties who deal with us in recognizing our responsibilities and the manner in which we implement them. Therefore, please take the time to read this document carefully, and note that this document is not a replacement for the regulations on pretreatment programs.

If you have any questions, please let us know. We welcome any comments you may have on this document or suggestions on how we can improve our service to you and the public. We constantly strive to improve our response, technical expertise, and awareness of your concerns in protecting the health and environment for the citizens of South Carolina.



# Why?



*Why is a SCDHEC permit needed for an industrial pretreatment system?*



*It is required by State law and Department regulation.*

The Pollution Control Act (PCA) of SC, Title 48 of the 1976 Code of Laws as amended, in Section 48-1-20 declares the public policy of the state. The public policy is to maintain reasonable standards of purity of air and waters of the state while allowing for development of the state. This policy is to allow for maximum employment, protection of public health, and protection of terrestrial and marine flora and fauna. Also, physical property and other resources are to be protected. This responsibility requires that DHEC abate, control, and prevent pollution.

Section 48-1-110 of the PCA requires the submittal of plans and specifications to DHEC for any new disposal system or for any modification, extension, or change to an existing disposal system. The Act defines the term "disposal system" to include both treatment and sewerage systems. This includes wastewater pretreatment systems. This section also makes it unlawful to construct or modify a disposal system until DHEC issues a written permit. Industrial wastewater pretreatment system permits, while being required by law, help everyone ensure South Carolina's environment is protected by ensuring that publicly owned treatment works (POTWs) and other treatment facilities (also defined as POTWs in this document) are not adversely affected by industrial wastewater.

Also, the Department's Regulation 61-67, entitled "Standards for Wastewater Facility Construction," addresses industrial pretreatment systems. This regulation contains the administrative and technical design requirements for industrial pretreatment systems. You are encouraged to obtain this regulation from the Department and read it so you can have a complete understanding of the requirements for industrial pretreatment systems.

For industrial pretreatment systems, a construction permit must be issued prior to construction. Also, written operational approval must be granted by the Department before the pretreatment system can be placed into operation.

This permitting guide is not a substitute for Regulation 61-67. When questions arise about a pretreatment system, Regulation 61-67 and the 61-9 ("Water Pollution Control Permits") are the controlling factors regardless of the content of this guide.

### ***General Overview of Industrial Pretreatment***

Industries which propose to discharge process wastewater that is not compatible with a proposed or existing POTW must pretreat the wastewater to acceptable levels before it can be discharged. For these projects, the owner of the receiving POTW must issue a local pretreatment permit to the industry. This permit will contain the parameter limitations that the pretreatment system must meet for the industry to discharge its wastewater to the POTW.

The local pretreatment permit will contain the monitoring requirements and general obligations of the owner of the pretreatment facility and will be enforced by the owner of the receiving POTW. A Bureau construction permit will be required on the pretreatment system and authorization to place the pretreatment system into service must be granted by the District Office of EQC.

If a pretreatment permit is not required by the POTW, the industry may discharge under a sewer ordinance or agreement. If the ordinance or agreement does not contain specific limitations for the wastewater pollutants, a construction permit from this Department may not be necessary.

For more information on Municipal Pretreatment Programs, please see the the Bureau publication entitled, "Municipal Pretreatment Programs." This guidance document provides an overview of Municipal Pretreatment Programs and the Bureau's approval process for these programs.

# Where?



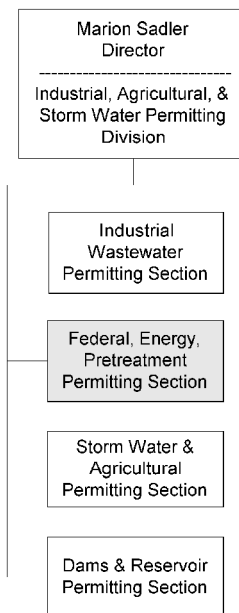
*Where do I apply for a (Construction) permit for an Industrial Pretreatment System?*



*DHEC's Bureau of Water (Wastewater is included here).*

The Bureau of Water (Bureau) is under the Office of Environmental Quality Control (EQC) of the Department of Health and Environmental Control (DHEC). The Bureau is responsible for protecting the quality of the state's surface and ground water and ensuring safe drinking water for the public. To meet this responsibility, the Bureau issues permits, approvals, and certifications for a variety of wastewater and drinking water projects. This booklet explains the permitting procedures of the Bureau for industrial pretreatment systems.

The *Federal, Energy, & Pretreatment (FEP) Permitting Section* of the Industrial, Agricultural, and Storm Water Permitting Division of the Bureau of Water is responsible for issuing construction permits on industrial pretreatment systems.



## ***Others Involved in the Permitting Process***

The Bureau will coordinate with other bureaus as necessary and most of the following entities by providing basic information on the project to them. If these entities need more information, they will request it from the consulting engineer. The consulting engineer will be notified by the Bureau during the review of a project which entities are involved in the project.

Normally, a permit will not be issued until all the certifications, comments, or permits are received from these entities. Therefore, at the start of a project, the consulting engineer should contact the entities involved in the project. This will help avoid any delays in the Bureau's permitting process.

***Council of Governments***

The Bureau coordinates with the appropriate 208 Planning Agency to ensure the project is in compliance with the approved 208 Plan (Water Quality Management Plan) for the area. SC has five designated 208 planning areas. The Council of Governments (COGs) in the designated 208 areas are responsible for the 208 Plan of their area while the Bureau is responsible for the remaining non-designated areas of the state. Please see Appendix 1 for a list of the designated COGs, their addresses, telephone numbers, and the counties in their 208 area.

***DHEC's Office of Ocean and Coastal Resource Management***

The Bureau coordinates with the Department's Office of Ocean and Coastal Resource Management (OCRM) on all pretreatment projects located in a county under OCRM's jurisdiction. These counties are Horry, Georgetown, Berkeley, Charleston, Dorchester, Colleton, Beaufort, and Jasper.

An information form on the project will be sent to OCRM. OCRM will decide whether the project is in compliance with the Coastal Zone Management Plan. If OCRM needs any additional information on the project, they will request it directly from the project's consulting engineer.

Also, OCRM may require permits on the storm water system and work in the critical zone as defined by them. Their permitting program has a thirty (30) day public notice period. During the public notice period, the Water Quality Division of the Bureau will provide comments to OCRM on whether the proposed construction will cause water quality problems.

***EQC District Offices***

The Bureau may request comments from the appropriate District Office of EQC. The District Office will provide information to the Bureau on the collection and treatment system. Also, operational approvals for pretreatment facilities are granted by the District Offices. Please see Appendix 2 for a list of the District Offices, the counties for which each is responsible, their telephone numbers, and their addresses.

***SC Department of Commerce***

The SC Department of Commerce (Commerce Department) maintains a geographical information system (GIS) on the location of sewer systems and wastewater treatment plants (WWTPs) in SC. This program is called the SC Infrastructure Program (SCIP). The Bureau participates in the SCIP program by providing the Commerce Department with information on certain WWTPs.

Copies of the construction permits and layouts of the sewer lines on projects permitted by the Water Facilities Permitting Division are provided to the Commerce Department. Also, the Bureau gives the Commerce Department an inventory on the WWTPs handled by that division. This inventory gives the capacity, permitted flow, and remaining permit capacity at each WWTP. The

inventory also includes other information on the WWTPs such as location, discharge point, enforcement activity, comments, and the 208 Plan status. The Commerce Department uses this information in their day to day activities.

In addition, the Bureau works with the Commerce Department on new industry projects. When requested by the Commerce Department, preliminary meetings are held with a prospective industry that is looking to locate in South Carolina. DHEC representatives explain the permitting programs of the Department and answer any questions the proposed industry representatives may have.

### ***Other Related Permits***

Construction of wastewater treatment systems may also require other DHEC permits. If you are unclear, contact our office. Other permitting functions may include:

- ↻ Sediment and erosion control permit,
- ↻ NPDES storm water construction activity permit,
- ↻ NPDES storm water industrial activity (excluding construction) permit,
- ↻ Navigable waterway permit, and
- ↻ Air Emissions Permits for incinerators and air strippers or fugitive emissions from open tanks.

Regarding NPDES storm water, most projects can be covered under a general permit issued by DHEC. To streamline permitting, the approval of the application for the sediment and erosion control permit serves as a notice of intent for get coverage under the NPDES storm water construction activity permit. If only NPDES applies, a storm water pollution prevention plan (SWPPP) is prepared and submitted along with a Notice of Intent (NOI). Upon approval of the SWPPP, coverage under the NPDES storm water industrial activity permit is granted.

If identified during the pretreatment facility permitting process, the review for compliance with the navigable waterway program can be performed concurrently with any conditions added to the pretreatment facility construction permit. For air permits, consulting engineers are encouraged to contact the Department's Bureau of Air Quality to determine if any air permits are needed.

# How?



*How do I apply for a construction permit?*



*An application package, consisting of a completed permit application form, appropriate design calculations, plans, specifications, an application fee, a copy of the approval from the POTW to accept the wastewater (or a copy of the pretreatment permit if applicable), and certain administrative material, must be submitted to the FEP Section.*

The permitting process for industrial pretreatment systems typically has four phases:

- ⇒ *Phase 1:* Issuance of the Draft Pretreatment Permit by the owner of the receiving POTW;
- ⇒ *Phase 2:* Submittal of a Preliminary Engineering Report (PER) for written approval;
- ⇒ *Phase 3:* Submittal of the final Construction Plans, Specifications, Application Form, and Fee for issuance of the Construction Permit;
- ⇒ *Phase 4:* Construction and Authorization to Place the Industrial Pretreatment System into Service.

Each phase should be successfully completed before the project goes to the next phase. However, depending upon the complexity of the system, the PER and Plans and Specifications may be combined together.

There is a construction permit application fee for industrial pretreatment system projects. The following box identifies the appropriate application fees.

### ***Construction Application Fees for Industrial Pretreatment Facilities***

Simple Systems, such as Oil/Water Separators or Air Strippers:	\$200
All Other Pretreatment Systems (new, upgrade, or expansion):	\$600

For more information about the fee program, please see Regulation 61-30.



A proposed industrial pretreatment system application package should be submitted at least six (6) months before a construction permit is needed. The actual time to obtain a construction permit may be shorter or longer. This will depend upon the complexity of the industrial pretreatment system and the workload of the FEP Section when the industrial application package is submitted. The Industrial, Agricultural, and Storm Water Permitting Division considers new pretreatment industries as priority projects. Therefore, the Division will work closely with the industry and the Commerce Department on permitting new industrial pretreatment projects promptly.

### ***Phase I: Draft Local Pretreatment Permit***

A local pretreatment permit must be obtained by the industry from the owner of the receiving POTW. This permit will contain the parameter limitations that the pretreatment system must meet for the industry to discharge its wastewater to the POTW. The consulting engineer for the industry must contact the owner of the receiving POTW to find out the exact procedures for obtaining a draft local pretreatment permit from them. A PER prepared according to Regulation 61-67 will (generally) be submitted to the POTW owner for review and approval. Based on this report and the POTW's headworks analysis, the owner of the POTW will draft a local pretreatment permit.

### ***Phase II: PER Submittal to the Federal/Energy/Pretreatment Section***

#### ***a. Submittal Package***

After a draft (or final) local pretreatment permit is obtained by the industry from the POTW owner, copies of the construction package are submitted to:

*SCDHEC  
Federal, Energy, and Pretreatment (FEP) Section  
2600 Bull Street  
Columbia, SC 29201*

A complete administrative package must be submitted by a professional engineer registered in SC and must include the information given below. The PER must contain the relevant and appropriate information from Section 67.200 (Engineering Reports) of R.61-67. PER's that do not include this information may be returned as incomplete, or this information may be required during project review which may slow down the approval process. Please ensure the submittal package contains the correct number of copies of each item.

***PER Submittal Information***

1. A transmittal letter outlining the submittal package.
2. Three (3) copies of a PER prepared according to Regulation 61-67, entitled "Standards for Wastewater Facility Construction." The engineer's registration stamp and COA (Certificate of Authorization), if applicable, must be on each report.
3. Three (3) copies of the most recent draft (or final) local pretreatment permit. If a local pretreatment permit will not be issued for this wastewater, three (3) copies of the letter of acceptance for this wastewater from the municipality must be submitted.
4. Three (3) copies of the report on the method of sludge disposal, if applicable. For more information on this, see Appendix 3 ("Sludge Disposal and Use").
5. Three (3) copies of an 8 ½" x 11" location map.

***b. Processing***

The project will normally be assigned to a member of the FEP Section handling the project within a week of receipt. An acknowledgment letter will normally be sent to the consulting engineer. If the PER has been assigned, this letter will contain the name and telephone number of the project manager and an estimated review time. If the PER has not been assigned, the letter will give an estimated time for assignment and review.

***c. Coordination with other DHEC Programs and other Entities***

The FEP Section will send a copy of the PER and draft local pretreatment permit to the Manager of the Domestic Wastewater Permitting Section of the Water Facilities Permitting Division. The Domestic Wastewater Permitting Section provides an overview of the receiving POTW's local pretreatment program, so they will review the local pretreatment permit to ensure it is correct. If necessary, the Domestic Wastewater Permitting Section will contact the owner of the receiving POTW to advise them if any permit conditions must be changed, deleted, or added.

A copy of the PER and the local pretreatment permit may be sent to the appropriate District Office of EQC for review and comments. The District Office will provide the FEP Section with information on the collection system and POTW that may be needed in the review of the project.

For existing POTWs, a review of the Bureau's files on the POTW and operating history of the receiving POTW will be conducted to determine if any problems exist or if enforcement action has been or will be taken against the owner of the receiving collection system or POTW that will prevent the approval of the PER. If the receiving POTW has violations of its effluent disposal permit (National Pollutant Discharge Elimination System Permit or State Land Application System Permit) or enforcement action has been or will be taken against the receiving collection system or POTW, a PER approval may not be issued. The decision on the PER approval will be made based on the severity of the problems.

If the project is in a coastal county, the PER review will be coordinated with OCRM. An information form on the project will be sent to OCRM by the FEP Section. OCRM will decide whether the project is in compliance with the Coastal Zone Management Plan. If OCRM needs any additional information on the industrial pretreatment system, they will request it directly from the consulting engineer. The FEP Section will not normally require OCRM certification for an approval during the PER phase of a pretreatment system.

The PER review will be coordinated with the appropriate COG. An information form on the project will be sent to the COG by the FEP Section. The COG will decide whether the project is in compliance with the approved Water Quality Management Plan (208 Plan) for the area. If the COG needs any additional information on the industrial pretreatment system, they will request it directly from the consulting engineer. Some COGs charge the permit applicant a fee for this certification. The FEP Section will normally require COG certification for an approval during the PER phase of an industrial pretreatment system (excluding modifications to wastewater treatment facilities that do not result in increased capacity or groundwater remediation projects).

#### ***d. PER Approvals and Extensions***

Upon receipt of all comments, completion of the PER review, and finalizing the draft pretreatment permit, a decision will be made by the FEP Section. A letter of approval or disapproval of the PER will be sent to the consulting engineer. A copy of this letter will be sent to the owner of the receiving POTW. If approval is granted, a letter of approval on the draft pretreatment permit will be sent to the owner of the receiving POTW by the Wastewater Management Section. The consulting engineer will be sent a copy of this letter. The owner of the receiving POTW will then issue the final pretreatment permit. PER approvals are valid for one hundred eighty (180) days. Also, the approval of a PER is not a commitment by the FEP Section to issue a construction permit.

If an approval expires or is within thirty (30) days from expiring, the consulting engineer may make a written request to the FEP Section to extend the approval. Extensions may be granted after a reevaluation of the proposed industrial pretreatment system shows the proposal is still acceptable.

***Phase III: Plans/Specs (Construction Permit Application)******a. Submittal Package***

A complete administrative package must be submitted by an engineer registered in SC. The package must include the information in the following box:

***Plans & Specs Submittal Information***

1. A transmittal letter outlining the submittal package.
2. Three (3) sets of plans (i.e., detailed equipment drawings, overall system layout, piping, flow chart) and specifications (i.e., materials, equipment, treatment units, procedures) stamped by the consulting engineer (includes Professional Engineering and Certificate Of Authorization, if applicable, stamps).
3. The original application for permit to construct properly filled out with the appropriate signatures and two (2) copies.
4. Three (3) copies of the most recent draft (or final) local pretreatment permit. If a pretreatment permit will not be issued for this wastewater, three (3) copies of the letter of acceptance for this wastewater from the receiving facility must be submitted.
5. Three (3) copies of the easements necessary to build the project. This is not needed if the project is owned by a public entity with the right of eminent domain.
6. Three (3) copies of the appropriate design calculations (i.e., flow and pump station calculations with the pump curves, hydraulic detention times, biological growth rates, pilot test results, chemical requirements - each process component's design should be addressed). This information may be contained in the PER if one was submitted (see Phase II above and R.61-67).
7. Three (3) copies of an 8 ½" x 11" location map. This should be separate from the plans. Therefore, even if there is a location map on the plans there still needs to be a separate map on an 8 ½" x 11" sheet of paper with two (2) copies.
8. The appropriate fee as given in Regulation 61-30, entitled, "Environmental Protection Fees."

The submittal package should be sent to the following address:

SCDHEC  
Federal, Energy, and Pretreatment (FEP) Section  
2600 Bull Street  
Columbia, SC 29201

An incomplete submittal may be returned. Therefore, please ensure the submittal package contains the correct number of copies of each item with proper signatures.

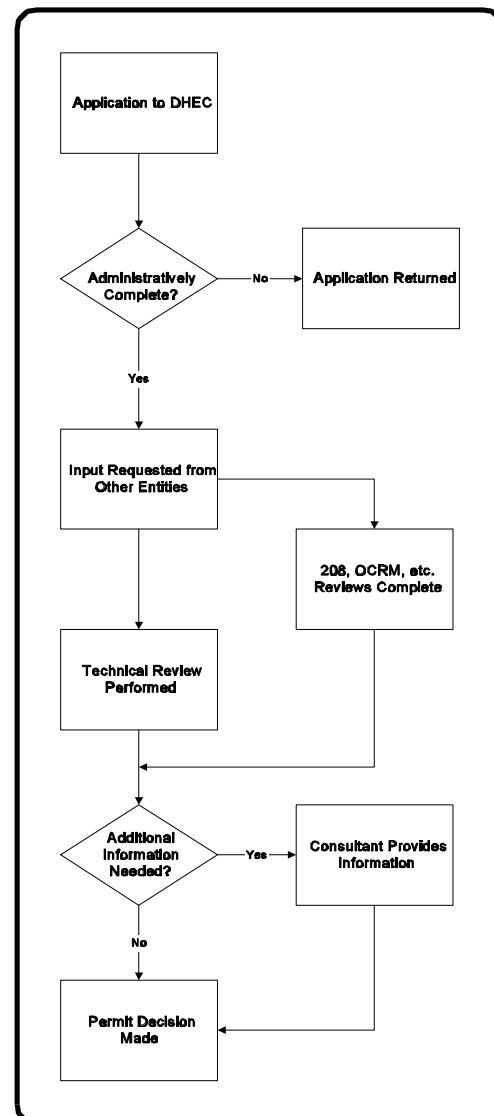
**b. Administrative Processing**

The review of industrial pretreatment construction projects will be on a "first come/first serve" basis. Therefore, construction plans and specifications will be reviewed in chronological order based on the submittal date of the complete package. Upon receipt of a complete package, the industrial pretreatment project will be placed in line for review.

An acknowledgment letter will be sent to the consulting engineer. For a complete submittal, this letter will give an estimated time before the proposed industrial pretreatment system will be assigned to a member of the Section for review. Typically, the reviewer of the PER will also review the plans and specifications.

Also, for a complete submittal package, the requests for comments from the entities involved in the permitting process will be sent when the proposed industrial pretreatment project is initially received. These requests will be sent to the appropriate District Office of EQC, Council of Governments, and the Department's Office of Ocean and Coastal Resource Management for proposed industrial pretreatment systems in coastal counties.

**Typical Construction Permitting Process**



### ***c. Plan Review***

When a proposed industrial pretreatment system is assigned to a reviewer, it will be reviewed on an administrative and technical basis. The administrative review will involve ensuring the FEP Section coordinates with the appropriate entities and that permitted capacity exists in the receiving POTW.

For a proposed industrial pretreatment system tying onto an existing facility, a review of the Bureau's POTW files will be conducted to see if any problems exist or if any type of enforcement action has been or will be taken that will prevent the issuance of a construction permit.

The technical review will be conducted using the requirements of Regulation 61-67 and other reference books commonly used in the field of wastewater collection and treatment as appropriate.

### ***d. Construction Permit Issuance***

If the industrial pretreatment system is tying onto either an existing POTW that must expand to provide capacity to the industrial pretreatment system or a proposed POTW, the construction permit will be issued after both the effluent disposal permit and the construction permit for the POTW expansion or the proposed POTW are issued.

If the industrial pretreatment system is connecting to an off-site sewer that is proposed, the construction permit will be issued after a construction permit for the off-site sewer is issued. If the off-site sewer will take longer to construct than the on-site sewer, the FEP Section will issue the construction permit for the on-site sewer when the time to completion of the off-site sewer construction is equal to the construction time for the on-site sewer. This will allow the on-site and off-site sewer to be completed simultaneously. Also, the construction permit for the on-site sewer will have a special condition that operational approval cannot be granted until after the off-site sewer has been authorized to be placed into operation.

If a State Land Application System Permit must be issued for sludge disposal from the pretreatment system, the construction permit for the proposed industrial pretreatment system will not be issued until after the State Land Application System Permit for the sludge disposal is issued and effective.

When the industrial pretreatment system meets all administrative and technical requirements, a construction permit will be issued. The original permit will be sent to the owner of the industrial pretreatment system and a copy will be sent to the consulting engineer.

The construction permit will have two expiration dates. If construction does not start by the first date, the permit will expire. Normally, this date will be one year after the date of issue. If construction is not completed by the second date, the permit will expire. Normally, this date will be two years from the date of issue.

***e. Extension of a Construction Permit***

If a construction permit expires or is within thirty (30) days of expiring, the consulting engineer can request an extension of the permit. This request should be made in writing with a copy of the construction permit attached. The request should be addressed to the Manager of the FEP Section. If a permit expires after the FEP Section grants an extension, all future requests for extensions should include a copy of the permit and a copy of each FEP Section extension letter.

Upon receipt of a permit extension request, the FEP Section will review the industrial pretreatment system file to decide if an extension can be granted. Also, comments from the appropriate EQC District Office may be requested. If no problems exist, an extension of the permit will be granted. The extension normally will be for one year from the date of the extension letter.

If the Bureau denies a request for a construction permit extension, either the construction plans and specifications will be revised to show the updated requirements or another PER will be required to address the needed changes. If the Bureau requires another PER, new plans and specifications will be submitted after the Bureau approves the PER. In either case, the letter denying the extension will list the course of action to be followed.

***f. Owner Changes After Construction Permit Is Issued***

If the project owner changes after a construction permit is issued and the consulting engineer remains the same, the consulting engineer must submit a new, original construction permit application with two (2) copies showing the new project owner. The application must be completely filled out and signed by the engineer(s) responsible for the design and construction even if the new owner does not change engineers. Then, either the construction permit will be reissued to the new owner or a letter will be written approving the change of owner.

If the new project owner changes consulting engineers after a construction permit is issued, the new engineer must submit a new original construction permit application with two (2) copies. The application must be completely filled out and signed by the engineer(s) responsible for the design and construction. Also, a copy of a release letter written to the new engineer from the original design engineer must be submitted. This release letter must give the new engineer the right to use the design plans prepared by the original engineer. Upon receipt of this information, either the construction permit will be reissued to the new owner or a letter will be written approving the change of owner.

If for any reason the original design engineer will not provide a release letter, the construction permit will not be reissued to the new owner. Furthermore, the new owner is not authorized to start or continue construction until a construction permit is issued to him. However, if construction is complete when the owner changes engineers, the approval to

begin operations will not be granted until the appropriate release is obtained from the original design engineer and the permit is reissued to the new owner.

If a release is not obtained by the new engineer, then the District EQC Office will not issue operational approval and the FEP Section may revoke the construction permit. If the permit is revoked, it will be necessary for the new engineer to resubmit the project as a new project with a complete submittal package. This submittal will be handled according to the procedures listed previously.

***g. Engineer Changes After Construction Permit Is Issued***

While unique situations arise, most cases would be handled as follows. Since the construction permit was based on an application indicating that the original engineer would certify the construction phase, an approval to place the system into operation cannot be granted without additional information. If the project owner changes engineers after a construction permit is issued, a new application (with 2 copies) should be submitted. In that application, the new engineer would sign the item regarding the certification of construction, but not the design. In addition, DHEC would be looking for information indicating that this change of engineers was consistent with regulations governing the practice of engineering. The type of information that could be submitted would include copies of the letter of release from the original engineer and the letter from the owner terminating the services of the original engineer.

In a situation where the second engineer wants to alter the original design, a new application and resubmittal of plans and specifications would be appropriate.

***h. Modifications to Approved Plans***

Significant modifications to the plans and specifications after a construction permit is issued will be handled as a new submittal. A complete administrative package must be submitted. The administrative review process for modified plans and specifications will be essentially the same process as given in the sections entitled "Administrative Processing" and "Plan Review." However, there will normally be no coordination with the COGs, OCRM, etc. on the review and approval of modified plans.

***Phase IV: Operational Approval***

***a. Construction***

After the FEP Section issues the construction permit, the industrial pretreatment system can be built. The consulting engineer will perform construction inspections as required by the construction permit application. Also, DHEC may perform periodic construction inspections.



### ***b. Final Inspection and Operational Approval***

When construction is complete, the consulting engineer will send a letter to the appropriate District Office of EQC certifying that the industrial pretreatment system is built according to the permitted plans and specifications. Also, the following items must accompany the letter of construction certification:

- ↻ A copy of the record drawings.
- ↻ A letter from the owner giving name and certification number of the certified operator who will be responsible for the overall operation and maintenance of the pretreatment system.
- ↻ When applicable, a letter from OCRM stating their certification requirements have been met.
- ↻ For pump stations, the pump test results and the pressure/leakage test results on the force main.

Contact the applicable District Office (Appendix 2) to obtain specific details on a submission package.

The District Office may conduct a final inspection on the industrial pretreatment system. If a final inspection is not conducted, a letter of authorization to place the pretreatment system into service will be written by the District Office when all special conditions on the construction permit have been met. This letter will be based on the consulting engineer's certification. The authorization letter will be sent to the owner of the industrial pretreatment system with a copy to the consulting engineer.

If a final inspection is conducted by DHEC and construction is not acceptable, a letter or copy of the inspection report will be sent to the consulting engineer. When the contractor corrects the deficiencies, the consulting engineer will notify the District Office in writing and another final inspection may be conducted. If another final inspection is not conducted, a letter of authorization to place the pretreatment system into service will be written based on the consulting engineer's certification.

If construction is not according to the approved plans and specifications, the consulting engineer cannot certify the construction of the industrial pretreatment system. The consulting engineer must review the changes to the approved plans. If the changes are not acceptable, the consulting engineer should notify the contractor of the necessary corrections. After the contractor rebuilds the industrial pretreatment system according to the approved plans and specifications, the consulting engineer will certify the industrial pretreatment system. The procedure given in the above paragraph will be followed for obtaining the authorization to place the pretreatment system into service.

**c. As-built Plans**

If construction is not according to the approved plans and specifications but the changes are acceptable to the consulting engineer, as-built plans must be submitted for review and approval. The submittal package for as-built plans must include the information in the following box:

***As-built Submittal Information***

1. A transmittal letter outlining the submittal. This letter must reference the project by the name (as shown on the construction permit), county, and construction permit number. It also must list the changes to the approved plans.
2. Two (2) sets of the as-built plans and, if necessary, specifications.

The administrative review process for as-built plans and specifications will be essentially the same process as given in the sections entitled "Administrative Processing" and "Plan Review." However, there will normally be no coordination with the COGs, OCRM, etc. on the review and approval of as-built plans unless a new permit is required based on the changes being significant.

After approval of the as-built plans, the consulting engineer will send a letter to the appropriate District Office certifying the industrial pretreatment system is built according to the approved as-built plans and specifications. The procedures given in the section entitled "Final Inspection and Operational Approval" will be followed for granting authorization to place the pretreatment system into service.

If the FEP Section does not approve the as-built plans, the industrial pretreatment system must be rebuilt according to the approved plans and specifications. After the contractor rebuilds the industrial pretreatment system according to the approved plans and specifications, the consulting engineer will send a letter to the appropriate District Office certifying the industrial pretreatment system is built according to the approved plans and specifications. The procedures given in the section entitled "Final Inspection and Operational Approval" will be followed for issuance of the final approval to operate.

## APPENDIX 1

### Designated 208 Planning Agencies

<b><i>Councils of Governments</i></b>
<b>Appalachian Council of Governments</b> Drawer 6668 Greenville, SC 29606 864-242-9733 (fax: 242-9737) <i>Anderson, Cherokee, Greenville, Oconee, Pickens, and Spartanburg Counties</i>
<b>Berkeley-Charleston-Dorchester Council of Governments</b> 5290 Rivers Avenue N. Charleston, SC 29418-6357 843-529-0400 (fax: 529-0305) <i>Berkeley, Charleston, and Dorchester Counties</i>
<b>Central Midlands Council of Governments</b> 236 Stoneridge Drive Columbia, SC 29210 803-376-5390 (fax: 376-5394) <i>Fairfield, Lexington, Newberry, and Richland Counties</i>
<b>Lowcountry Council of Governments</b> Box 98 Yemassee, SC 29945 843-726-5536 (fax: 726-5165) <i>Beaufort, Colleton, Hampton, and Jasper Counties</i>
<b>Waccamaw Regional Planning and Development Council</b> 1230 Highmarket Street Georgetown, SC 29440 843-546-8502 (fax: 527-2302) <i>Georgetown, Horry, and Williamsburg Counties</i>

In correspondence to the Councils, we suggest that you address correspondence to the "208 Water Quality Manager."

**In all other non-designated counties, SCDHEC is the 208 Planning Agency:**

*Abbeville, Aiken, Allendale, Bamberg, Barnwell, Calhoun, Chester, Chesterfield, Clarendon, Darlington, Dillon, Edgefield, Florence, Greenwood, Kershaw, Lancaster, Laurens, Lee, Marion, Marlboro, McCormick, Orangeburg, Saluda, Sumter, Union, and York*

<u>Inquiries to:</u> Doug Fabel 803-898-4222	at	SCDHEC Watersheds and Planning Section 2600 Bull Street Columbia, SC 29201
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## APPENDIX 2

### Offices for Approval to Place Projects into Operation

<b>DHEC District Offices of EQC</b>	
<b>Appalachia I</b> 2402 N. Main Street Anderson, SC 29621 864-260-5569 (fax: 260-4855) <i>Anderson and Oconee Counties</i>	<b>Lower Savannah</b> 218 Beaufort Street, NE Aiken, SC 29801 803-641-7670 (fax: 641-7675) <i>Aiken, Allendale, Bamberg, Barnwell, Calhoun and Orangeburg Counties</i>
<b>Appalachia II</b> 301 University Ridge, Suite 5800 Greenville, SC 29601 864-241-1090 (fax: 241-1092) <i>Greenville and Pickens Counties</i>	<b>Pee Dee</b> 145 E. Cheves Street Florence, SC 29506 843-661-4825 (fax: 661-4858) <i>Chesterfield, Darlington, Dillon, Florence, Marion and Marlboro Counties</i>
<b>Appalachia III</b> 975 N. Church Street Spartanburg, SC 29303 864-596-3800 (fax: 596-2136) <i>Cherokee, Spartanburg and Union Counties</i>	<b>Trident</b> 1362 McMillan Ave., Suite 300 Charleston, SC 29405 843-740-1590 (fax: 740-1595) <i>Berkeley, Charleston and Dorchester Counties</i>
<b>Catawba</b> P.O. Box 100 Fort Lawn, SC 29714 803-285-7461 (fax: 285-5594) <i>Chester, Lancaster and York Counties</i>	<b>Upper Savannah</b> 613 South Main Street Greenwood, SC 29646 864-223-0333 (fax: 223-6935) <i>Abbeville, Edgefield, Greenwood, Laurens, McCormick and Saluda Counties</i>
<b>Central Midlands</b> P.O. Box 156 State Park, SC 29147 803-896-0620 (fax: 896-0617) <i>Fairfield, Lexington, Newberry and Richland Counties</i>	<b>Waccamaw</b> 1705 Oak Street Plaza, Suite #2 Myrtle Beach, SC 29577 843-448-1902 (fax: 946-9390) <i>Georgetown, Horry and Williamsburg Counties</i>
<b>Low Country</b> 1313 Thirteenth Street Port Royal, SC 29935 843-522-9097 (fax: 522-8463) <i>Beaufort, Colleton, Hampton and Jasper Counties</i>	<b>Wateree</b> 105 Magnolia Street Sumter, SC 29151 803-778-1531 (fax: 773-6366) <i>Clarendon, Kershaw, Lee and Sumter Counties</i>

## **APPENDIX 3**

### **Sludge Disposal and Use**

All publicly owned and privately owned treatment facilities treating domestic wastewater are regulated by federal regulations 40 CFR 257, 403, and 503. 40 CFR 503 deals with use and disposal of domestic sludge. This federal regulation has been adopted by the Bureau and is included in Regulation 61-9 under Section 503. Also, the Bureau has adopted state regulations for use and disposal of industrial sludge not regulated either under R.61-9.503 or as a hazardous waste. The industrial sludge regulations are in Section 504 of Regulation 61-9. Therefore, the disposal of sludge generated from all wastewater treatment facilities is regulated by the Bureau.

For a new wastewater pretreatment facility or an expansion of an existing wastewater pretreatment facility, a report on the method of sludge disposal is included in the PER submittal package. This sludge report must be prepared according to the "Sludge Disposal Report" information which is a part of the "Sludge Disposal Supplement" for NPDES/ND permit applications. The sludge report must address the applicable criteria contained in Sections 503 and 504 of Regulation 61-9.

The method of sludge disposal is reviewed with the PER on the wastewater pretreatment facility. When the method of sludge disposal is land application, the sludge disposal permit will be drafted after approval of the PER and administratively processed for issuance. The procedures for issuance of a sludge land application permit involve a public notice with the opportunity for a public hearing, a final determination on permit issuance or denial, and, if an appeal is filed, an adjudicatory hearing.

When the method of sludge disposal is a dedicated land disposal site, the signs for the public notice will be posted at the sludge disposal site. When the method of disposal is by a method other than land application (such as hauling to another system or landfilling) the construction permit for the pretreatment system will contain the requirements on sludge disposal.

For additional information on land application of sludge, please see the Bureau publication entitled "Beneficial Use of Wastewater Biosolids."